




COUNTY OFFICIAL TRAINING – VENDOR TRAINING PROCESS

Treasurers Summer Conference
August 12, 2014

BACKGROUND

- Indiana General Assembly passed SEA 147 during the 2012 session to establish training requirements for county auditors.
 - Legislation (HEA 1333) amended training sections with technical corrections and inclusion of registered land surveyors.
 - Training courses are developed by the Association of Indiana Counties and approved by the State Board of Accounts
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OFFICES THAT HAVE REQUIRED TRAINING

- Recorder, Clerk, Surveyors (including registered land surveyors), Auditors, Treasurers, Assessors and Coroners.
- IC 36-2-9-2.5 requires an individual elected to the office of county auditor *on or after* November 6, 2012 to complete at least:
 1. Fifteen (15) hours of training courses within one (1) year; and
 2. Forty (40) hours of training courses within three (3) years after beginning the auditor's term
- Individuals appointed to fill an elected office to take approved training courses and have access to the training fund.

TRAINING COURSES – STATE OF INDIANA

Course	Hours
○ SBoA Newly Elected Treasurer Training	6
○ SBoA Annual Treasurers Conference (15 hours/year)	45

2014 TRAINING COURSES – AIC

Course	Hours
○ AIC Newly Elected Officials (NEO) Training	6
○ AIC Annual Conference Affiliate Meeting (3 hours/year)	9
○ AIC Annual Conference Workshops	9
○ AIC Institute (formerly DIPLOMA) Core Courses <ul style="list-style-type: none"> • Budget & Finance Level 1; Legal & Ethical Issues; and Human Resources 	15
○ AIC Institute Electives	5

TRAINING COURSES – OTHER

Course	Hours
○ Clerk District Meetings (5 hrs/year)	15
○ Vendor Training	TBD
○ TOTAL COURSE HOURS AVAILABLE:	110
○ TOTAL COURSE HOURS REQUIRED (WITHIN 3 YEARS OF BEGINNING TERM):	40

ETHICS TRAINING?

- Recent high-profile state and local officials questioned on ethical conduct or outright prosecutions.
- Legislation for mandatory ethics training, increased financial disclosure, controls on gifts and entertainment for local officials???
- Ethics training already available through AIC.
- Increased focus by Attorney General and SBoA.

VENDOR TRAINING

- Must be a certified course of county official training fund reimbursement.
- Vendors submit any potential training opportunities for certification by AIC annual conference – usually late September.
- AIC training committee will review submitted classes and forward proposed courses to SBoA for certification.
- SBoA reviews and certifies courses for each office by November 1.
- Course schedule, include vendor training, begins January 1.

AIC TRAINING COMMITTEE

- Chaired by member of AIC Executive Committee (Jane Grove, Randolph County Treasurer)
- One Member Appointed by President of each affiliate association:
 - Auditors
 - Treasurers
 - Clerks
 - Recorders
 - Surveyors
 - Assessors
 - Coroners
 - Council
 - Commissioners

TRAINING REQUIREMENT DISCLOSURE

- New legislation - HEA 1318
- Effective - 2016 Elections
- On candidate forms, candidates will check box that they are aware that the office they are filing to fill requires post-election training.



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